



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		SCHOOL OF MANAGEMENT SCIENCES LUCKNOW
Name of the head of the Institution		DR. MANOJ MEHROTRA
Designation		Director
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		05222238116
Mobile no.		9919777701
Registered Email		director@smslucknow.com
Alternate Email		registrar@smslucknow.com
Address		19TH KM STONE, SULTANPUR ROAD, GOSAINGANJ, LUCKNOW
City/Town		LUCKNOW
State/UT		Uttar pradesh
Pincode		226501

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Semi-urban			
Financial Status		private			
Name of the IQAC co-ordinator/Director		MS. SUCHITA VISHWAKARMA			
Phone no/Alternate Phone no.		05222238116			
Mobile no.		9839323650			
Registered Email		iqac@smslucknow.com			
Alternate Email		suchitavishwakarma@smslucknow.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		<a href="https://www.smslucknow.com/files/naac/AQAR-2017-18.pdf">https://www.smslucknow.com/files/naac/AQAR-2017-18.pdf</a>			
4. Whether Academic Calendar prepared during the year		Yes			
if yes,whether it is uploaded in the institutional website: Weblink :		<a href="https://www.smslucknow.com/files/naac/Academic%20Calendar.pdf">https://www.smslucknow.com/files/naac/Academic%20Calendar.pdf</a>			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B++	2.8	2017	30-Oct-2017	30-Oct-2022
6. Date of Establishment of IQAC			29-Sep-2013		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC		Date & Duration		Number of participants/ beneficiaries	

Regular meetings of IQAC	21-Jul-2018 1	12
Regular meetings of IQAC	13-Oct-2018 1	12
Regular meetings of IQAC	09-Feb-2019 1	12
Regular meetings of IQAC	29-Apr-2019 1	12
FDP on Teaching Methodologies: A Quality Perspective	08-Dec-2018 3	70
FDP on Outcome Based Education	17-Jan-2019 1	74
Workshop on IPR	11-May-2019 1	68
Feedback from students	02-Mar-2019 1	78
ISO 9001:2015 certification (Certificate No. SMS/QMS/F19/1964.	04-Jun-2019 1	8
Feedback from Recruiters	06-Feb-2019 1	700
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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt Bank	FDR interest	PNB	2018 1	819644
Dr. APJ Abdul Kalam Technical University	Conduct of Semester End Exams	AKTU	2018 1	399042
PMRPY & PMPRPY	PMKVY	Central Govt	2019 1	155229
IIT Delhi	Unnat Bharat Abhiyan	IIT-Delhi	2019 1	50000
Dept of Handicraft	Conference, Promotion	Dept of Handicraft, GOI	2019 1	269040
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>
<b>11. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No
<b>12. Significant contributions made by IQAC during the current year(maximum five bullets)</b>	
ISO 9001:2015 Certification FDP on Teaching Methodologies: A Quality Perspective FDP on Outcome Based Education Workshop on Intellectual Property Rights Timely Submission of AISHE	
<a href="#">View File</a>	
<b>13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year</b>	
Plan of Action	Achievements/Outcomes
To introduce Value Added Courses for updated knowledge enhancement as per the requirements of industry.	CISCO CCNA Certification Centre has been opened and 31 students enrolled for additional certification course.
<a href="#">View File</a>	
<b>14. Whether AQAR was placed before statutory body ?</b>	Yes
Name of Statutory Body	Meeting Date
Governing Council	29-Dec-2018
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	No
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2019
Date of Submission	05-Feb-2019

<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> <li>• Inhouse developed, Daily Class Performance Report (DCPR) is operational for monitoring of academic classes / performance. It is currently being implemented for UG and PG Management and Commerce Programs.</li> <li>• ERP for Finance and Accounts is also available.</li> <li>• SOUL 2.0 is also implemented for Library Management.</li> </ul>

## Part B

### **CRITERION I – CURRICULAR ASPECTS**

#### **1.1 – Curriculum Planning and Implementation**

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

School of Management Sciences, Lucknow has developed various plans and practices for effective curriculum delivery. Academic planning is done prior to start of each semester and frequent monitoring and follow-up is taken by Director and HODs. Efforts are made within the prescribed framework and timeframe, to complement the university curriculum wherever felt to be necessary. This is achieved by developing action plans to effectively implement the curriculum. Some of the steps adopted by the institute are as following:

- An Academic Calendar is drawn at the commencement of each academic year, this calendar includes details about the various academic activities, course coverage milestones, time- frame for the same, the assessment dates, etc. for all the courses / programmes offered at the Institute.
- Subjects are being allotted to faculty members as per their expertise and specialization.
- All the Faculty Members in consultation with the Director, Dean and respective course coordinators prepare the Lesson Plan / Lecture Schedule stating the total numbers of classes to be held, pedagogy to be used for each lecture before the commencement of each semester and this Lecture Plan is adhered to with utmost dedication and timeliness.
- At the start of each semester each subject teacher makes students aware about the course objectives and course outcomes.
- The Faculty Members are encouraged to design and deliver their lectures in such a manner that make learning effective and interesting. Teachers are encouraged to use ICT tools. Various classroom. Every faculty is provided a PC with internet connectivity to access teaching-learning material and prepare teaching aids using ICT. PG Classes and Lecture theatres are fitted with computer and LCD Projector for teaching through the computers.
- Faculty members are required to regularly fill up the Academic Control Sheet (ACS) in physical mode in their Course File and upload the same in Daily Class Performance Report (DCPR) a software developed by the college so as to facilitate effective monitoring of the curriculum.
- Relevant text books are recommended by the teachers to the students and the references of topics are also mentioned in the Lecture Plan.
- Sufficient copies of the recommended text books are also kept in the college library for the sake of convenience of the faculty members and students.
- Periodic review of the course coverage is also done by the Director / Principal and Dean so as to ensure timely coverage of the syllabus and smooth delivery of classes during the semester.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
CCNA Switching routing	Duration - 2 Sem for 4 module	19/02/2019	90	EMPLOYABILITY	NETWORKING

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MCom	Commerce	01/07/2018
<a href="#">View File</a>		

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
PGDM	Management	01/07/2018
MBA	Management	01/07/2018
BTech	Technical	01/07/2018

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	48	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Business Communication BM1.07	01/07/2018	13
Business Communication and Office Management BCH204	01/07/2018	54
Business Communication Paper V	01/07/2018	74
Essentials of Professional Communication BCA101	01/07/2018	48
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### 1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MBA	Management	53
BTech	Technical	141
PGDM	Management	13
BCA	computer sciences	84
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?  
(maximum 500 words)

### Feedback Obtained

The institute has designed separate feedback forms for different stakeholders. Feedback is taken from all stakeholders on regular basis. The feedback regarding academics is taken from students for each semester while for administrative issues feedback is taken once an academic year. Feedback from Teachers and Alumni is taken once every academic year. A committee assess the feedback obtained from all stakeholders and suggest measures if any in the area concerned. The institute takes feedback for each subject/faculty from students and the compiled report is submitted to the Director. The data generated is compiled by the program office and shared with Faculty concerned, Dean and Director within 15 working days of obtaining the feedback. In case any course correction is required the same is initiated based on the information obtained from the feedback. If the feedback of any faculty is found to be below expected standards then the faculty is appropriately counselled and advised. Counselling is provided to few faculties who have the potential to improve and move to higher levels of performance. Other faculty and staff members are either provided training or an opportunity to prove in the next year. Feedback from teachers covers area of academic flexibility, teaching support, ICT facilities, career growth opportunity etc. The feedback is assessed and analysed by a committee and if any issues is highlighted by faculty member they are addressed through appropriate measures. The placement cell maintains a regular connect with the employers for the feedback of employed students and latest domain area or skills in demand in the industry, so that the same can be inculcated in the students to make them better prepared to face challenges of corporate world. Feedback is also taken from alumni of the institute. This feedback primarily focuses on assessing the student's satisfaction with respect to education, knowledge and learning that he/she had at the institute and how it is proving to be useful in their jobs.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
PGDM	Management	60	15	13
MBA	Management	60	55	45
MCom	Commerce	50	4	4
BTech	Technical	270	170	138
BSc	Science	120	25	21
BBA	Management	60	72	68

BCom	Commerce-Honours	60	59	54
BCom	Commerce	80	92	77
BCA	Computer sciences	60	60	48
BVoc	Computer sciences	50	26	23
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## 2.2 – Catering to Student Diversity

### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	416	62	66	12	78

## 2.3 – Teaching - Learning Process

### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
78	57	12	8	0	1137
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### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Every program has its own HOD/ Coordinator and cocoordinators. Besides this, mentors are allotted to all the students of all courses and are informed to students. Each mentor is allotted with 610 student mentees. • These mentors owe the responsibility of its mentee and counsel them regarding all academic and career related aspects. • Mentor regularly interacts with the students and monitors their academic performance and attendance. Students are counselled by the mentors, subject faculties and HOD for improving their academic performance and attendance. • At first semester level, students academic and personal issues of concern are well looked after by the HODs/ Course Coordinators/mentors. Mentoring system is also followed guidance for career issues. • The mentor keeps track on their attendance and academic improvements and counsels them accordingly. The role of the mentor is to nurture the students and guide them for any issues they are coming across. • A large number of students who fall short of score are given counselling by the mentors and the subject teachers and remedial lectures are conducted. • At PG level the mentors also support the mentee in pursuing their various projects and provide placement assistance. • Mentors also keep track of the mentees' performance during the Summer internship by continuous interaction with the industry guide designated to the student by the company. • Mentors communicate with fellow faculty and promote mentees at the time of difficulty / opportunity to help them develop further in their areas of interest. • Students are supported and guided both in cocurricular and extracurricular activities. • Mentors act as role models and facilitate and encourage leadership by developing the interpersonal skills and helping students thrive in competitive environments though helping them imbibe employable skills. • The mentors of the class discuss with each and every student individually and support them in all the possible ways to enrich their academic performance. • The institution also has student's grievance handling cell which can be availed of by students depending upon the need.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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1180	78	15.1:1
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## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
107	90	17	24	24

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Prof (Dr.) M. Mehrotra	Director	Educational Leadership Award at the Dewang Mehta National Education Award for Education Leadership and the 26th Business School Affaire ceremony organized by ABP News at Lucknow on 18th Sept 2018
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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MBA	70	semester	03/06/2019	03/08/2019
BTech	40	semester	26/04/2019	26/06/2019
BBA	BBA	semester	25/05/2019	07/07/2019
BCA	BCA	semester	15/05/2019	09/07/2019
BCom	B.COMYEA	year	25/03/2019	03/05/2019
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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute has a college level examination department. The examination cell works under the supervision of the Head of the institute. Continuous evaluation is carried out throughout the academic year through regular assignments, class participation, class tests, sessional, projects, student's class presentations etc. MCQ have also been introduced for the sessional tests of the UG programs. The institute's exam committee takes the overall responsibility of conducting the sessional and the evaluation process of answer sheets and preparing the results. The internal exam committee is responsible for the preparation of timetable, setting of the question paper, declaration of the results of

sessional tests. After evaluation of internal tests, the answer sheets are shown to the students for any grievances. The grievances of the students are considered and looked into. The average of the two internal tests is considered for the internal assessment marks. The main focus of the exam cell committee is the timely declaration of the results and the moderation of the question papers. Remedial instruction is given to slow learners.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

As an affiliated college, the institute adheres to the annual academic calendar issued by university. In addition to this, an Academic College Calendar is also prepared which contains a comprehensive list of all the events and activities planned and to be conducted by the college, both at the faculty and student level. Detailed schedules with dates are given for Midterm and Endterm Examination. Proposed dates for cultural programmes, college sports etc are also provided in the academic calendar. Students prepare for the examinations accordingly. Each member of the Faculty and staff receive a copy of the college calendar to enable them to plan for activities. The IQAC evaluates such activities during their meetings.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.smslucknow.com/files/naac/POCO.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
70	MBA	Management	53	53	100
40	BTech	Technical	40	40	100
00	BTech	Technical	41	41	100
10	BTech	Technical	40	40	100
31	BTech	Technical	14	14	100
21	BTech	Technical	9	9	100
BBA	BBA	Management	29	28	97
BCA	BCA	Management	27	27	100
B.COM(H)	BCom	Commerce	49	49	100
B.COM	BCom	Commerce	55	55	100
B>VOC	BVoc	Computer Science	3	3	100

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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.smslucknow.com/files/naac/Student%20Satisfaction%20Survey.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

#### 3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	45	Parikrama, KCES	30000	30000
Minor Projects	30	Entrepreneurship Cell, AKTU	12000	12000
Industry sponsored Projects	20	Handicrafts Development Commissioner MoT, GoI	269000	269000
Projects sponsored by the University	15	IIT Bombay	4000	4000
Any Other (Specify)	30	IEI	30000	30000
Any Other (Specify)	90	PMKVY	715594	715594
Any Other (Specify)	30	UBA	50000	50000

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### 3.2 – Innovation Ecosystem

#### 3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Workshop on IPR	IQAC initiative	11/05/2019
Matlab Workshop	B.Tech EE	30/08/2018

#### 3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Dr.Kalam Entrepreneurship League (KEL)	SMS, Lucknow	KCIIS, AKTU	27/07/2018	Institution

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#### 3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
SMS Incubation Centre for Amethi District	SMS Incubation Centre for Amethi District	Commissioner , Industries Deptt., Kanpur, UP	Cow Dung Subscriber	Rural based Job Creation Environmental Control	12/07/2018

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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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0	3	1
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3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
<b>No Data Entered/Not Applicable !!!</b>	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Management	1	0
International	Management	1	0
National	Engineering	4	0
International	Engineering	5	0
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Management	3
Engineering	17
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
<b>No Data Entered/Not Applicable !!!</b>						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
<b>No Data Entered/Not Applicable !!!</b>						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	13	0	0
Presented papers	3	12	0	0
Resource persons	0	11	0	0
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
<b>No Data Entered/Not Applicable !!!</b>			
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachhata Mission Competition2018	Swachhata Award2018	UP Govt.	120
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Unnat Bharat Abhiyan 2.0	SMS	Awareness Campaigns in 8 allotted villages	16	80
Swachh Bharat Mission	SMS	Cleanliness Drive	2	50
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### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
<b>No Data Entered/Not Applicable !!!</b>			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
<b>No Data Entered/Not Applicable !!!</b>					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of
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			students/teachers participated under MoUs
ACCIOJOB PVT. Ltd., Bareilly	19/06/2019	Placement assistance workshop	35
CADD Centre Training Services	04/04/2019	Training Placement	50
Micro Solutions India	01/07/2019	Industrial Training visits, Skill development programs, internship and placement of students	60
Infoseek Software Systems	11/06/2019	Guest lectures, industrial visits, research development	32
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#### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

##### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
7675000	6488585

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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##### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SOUL	Partially	2.0.0.12	2015

#### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	17094	4522019	1478	500838	18572
Reference Books	4812	1272918	248	84037	5060	1356955
e-Books	136	0	15	0	151	0
Journals	96	110967	1	124658	97	235625
e-Journals	12	0	15	58940	27	58940
CD & Video	788	0	182	0	970	0
Library Automation	1	37708	0	0	1	37708
Others (specify)	485	0	27	0	512	0
<a href="#">View File</a>						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	483	5	0	0	1	1	2	15	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>483</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>15</b>	<b>0</b>

##### 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

15 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities

14100000

13258486

37400000

36050263

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

a) The institute has dedicated unit for maintenance and repair work under a Chief General Manager (Administration). Chief General Manager Site Engineer Electrical maintenance Admin Supervisor System Admin Staff Supervisor Housekeeping Peon Labincharge The CGM gets the requirements for maintenance and upkeep of various facilities and equipments through the incharges on a time bound basis which is then sanctioned for implementation as per the need. b) Civil maintenance work at the campus is regularly reported and executed by the Site Engineers, Maintenance Supervisor, and maintenance personnel. They also take care of maintenance and repair of buildings including classrooms, roads, water lines, sports area (outdoor indoor) and other support services. c) The Institute has sufficient housekeeping staff and Peons for the cleaning of the Hostel Mess, Campus (Classrooms, Administrative Areas, faculty cabins, Director office, Library, Computer Labs, toilets, etc.). d) The institute has 03 electric generators (250 KV, 125 KV 30 KV) so the electricians are on duty in the campus 24/7 for ensuring uninterrupted electric supply. e) The electrical maintenance is done through the electrical supervisor and electricians. The electrical maintenance staffs regularly check into the maintenance of electrical equipments like fans, lights, switches, plug points, wiring etc. f) IT Hardware Software Maintenance is done by a committee headed by HoD Computer Science, two faculty members, System Administrator, Network Engineer, LabIncharges and other Maintenance staff, and is responsible for the overall maintenance and smooth functioning of all institutional IT related equipments and processes. It addresses the complaints, and is also responsible for monitoring the availability of all lab equipments. Experts are called when needed for software upgradation and training at the Computer Centre. The Committee also ensures annual audit of all equipments. g) Security Officer is incharge of Security Setup and Transport Facilities, supported by Security Supervisors, Security Guards and Bus Drivers. 24 Hrs. security is ensured at campus in two working shifts of 12 hrs. each. h) Purchase: A purchase department functions at institution level to take care of the regular purchase needs of general items. Indents are raised by the concerned department and after being sanctioned it goes to the purchase department, for necessary action. Sufficient budget is allocated for maintenance of infrastructure, facilities and equipments. Records of all stocks are also maintained. i) Fire equipments are regularly serviced by external agencies. j) The Institute has signed AMC with various private parties for the maintenance of following items

- Uninterrupted power supply(UPS) in campus
- Server Maintenance
- Network Switches
- Photocopy Printer Machines
- Aquaguard Water Coolers
- EPABX
- Air conditioners
- CCTV
- Fire fighting Equipment

<https://www.smslucknow.com/files/naac/MAINTENANCE%20OF%20CAMPUS%20INFRASTRUCTURE.pdf>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	a) Prof. Mukund Lal Scholarship for Year Topper b) SMS Merit Scholarship for New Admission	550	17908220



<b>Financial Support from Other Sources</b>			
a) National	UP Samaj Kalyan Vibhag	265	11462776
b) International	0	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Employability Enhancement Programme	120	327	4	235
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
GATE	4
<a href="#">View File</a>	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
<b>No Data Entered/Not Applicable !!!</b>		
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### 5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
<b>No Data Entered/Not Applicable !!!</b>						
No file uploaded.						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

• Representation of students in various cells - Student's Grievance Redressal Cell, AntiSexual Harassment Committee, IQAC, Students Welfare Committee, and Training Placement Cell. • Student body organises Technical events like, Mechera 2018, Hackathon, Ingenuity 2018, Electret 2018 for the inter college competition • Student body also organises events like Fresher's Party and Farewell Party for their courses and Teacher's Day Function as well. • Through different Student Clubs they organise various events and competitions. • Students voluntarily get involved in blood donation, eye checkup and economic and financial assistance to poor people. • Students actively coordinate placement activities. • Each class has class representative who acts as a connecting link.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

3000

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meet was held on 7th February 2019 at SMS Lucknow where 19 alumni of different courses got felicitated on their accomplishments.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

**DECENTRALIZATION:** The structure of functioning at the institute is such that has ample scope of Decentralization and practices the same. The role of academic administration is the responsibility of the Director / Director General and Dean. The Head of Departments (HoDs) and the Program Coordinators are responsible for the smooth conduct of classes, monitoring the scheduled classes, and teaching learning outcomes and they are empowered to decide and implement the necessary changes for improved quality outcomes of each program. They ensure that classes are held regularly, faculty is deputed rightly, monitoring the attendance and a careful feedback on the inputs provided in the classes so that good academic results are ensured. The Dean, the Director, and the Director General have a supporting role in the smooth running of the academic programs. Besides the academic role, there are various administrative tasks that are required to be performed, such as general cleanliness, civil and electrical maintenance, upkeep of Library, Computer Labs, hostels, gardens, and other facilities like electric generators sets, buses, drinking water facilities, store purchases, gymnasium, etc. The Chief General Manager (Administration) is responsible for looking into the proper administration of all such support activities. For the proper holistic development of the students and offering an opportunity of expressing their skills in other areas there are Hobby Clubs, Annual College Sports, and other creative and cultural activities like Indradhanush, NSS, etc. Faculty is allotted for each such activity and they perform their assigned tasks independently as per the planned time frame for each such activity. There exists a well structured Training and Placement Cell that functions independently under the supervision of the General Manager (Corporate Affairs). This Cell is responsible for summer training, and final placement of all eligible students. It also prepares students to face the placement interviews by implementing the EEP (Employability Enhancement Program) i.e. the training of students, for final outcome, through a well structured and duly implemented regular training schedule, by qualified trainers. The cell is also responsible for organizing Industry Visits, Guest Lectures, and Live Projects. The publication of Journals, Newsletter, organizing of Seminar / Conference, conduct of activities of the (two) Centre of Excellence, is carried out, by specially designated teams, on a regular basis. **PARTICIPATIVE MANAGEMENT:** In order to design and promulgate any policy issue related to academics, there is a defined Academic Council, with senior professors as its members, that discusses and approves such policies. Besides this there are several committees like the Grievance Redressal Committee, AntiRagging Committee, Proctorial Board, IQAC Cell, Hobby Club, Library Committee, Finance Committee, Purchase Committee, Social Welfare Committee, etc. that perform their respective tasks jointly after discussions with the members who have an equal say and sufficient numbers represented by the institute faculty and staff in each Committee / Cell, etc. The Management also several times calls for ideas and suggestions from the employees for bringing out visible improvements, not only in academics but in the overall functioning of the institute.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The Curriculum is developed by the affiliating University. The Institute

follows a systematic plan of delivery and implementation of the defined curriculum. Each faculty prepares a Lesson Plan for the allotted Courses (Subjects) which is recorded in the DCPR and ACS and reviewed by the HoD and Director periodically. Practical inputs are provided from time to time in each course. Besides the regular Curriculum the required Value Added Courses are also offered to the students as per the requirement of the industry.

Teaching and Learning

The first strategic action in Teaching and Learning aspect is recruitment of qualified and experienced faculty for each department. Adopting practically oriented pedagogy through, role plays, casestudies, quizzes, presentations, assignments, projects, market visits, experiments in laboratories, and adopting other learningbydoing techniques. Classroom teaching is supplemented through NPTEL MOOCs Certifications, and Guest Lectures by Industry Experts.

Examination and Evaluation

Examination Coordinators have been appointed to schedule and implement the conduct of Class Tests and Sessional / Internal Examinations for each course at least twice per semester. In the examination process carried out for continuous internal evaluation focus is made on adopting Blooms Taxonomy to assess the Course Outcomes of each Course. MCQ has been introduced for UG Programs especially B.Com as per the final examination pattern of University of Lucknow. The Semester End Examinations are conducted by the affiliating University as per their norms.

Research and Development

Faculty are encouraged to pursue and complete PhD. Salary increments are granted to faculty who complete their PhD. Faculty are encouraged to publish research papers in SCOPUS or UGC approved Journals. The Institute publishes one National Journal of Management Commerce by the name of ADHYAYAN which is member of Journal Association of India and another International Journal on Engineering and Physical Sciences by the name of SAMRIDDHI which is also on the list of UGC approved journals. Efforts are on to get the two Journals included in the

SCOPUS Journals. Seminars and Conferences on relevant topics are also organized and faculty are encouraged to present research papers in various National and International Conferences. Faculty are also permitted to attend relevant FDP / QIP / Shortterm training programs for their development.

Library, ICT and Physical Infrastructure / Instrumentation

The Library is well equipped with essential books, journals and other teaching resources like ejournals, ebooks, CDs, DELNET, latest magazines and Newspapers. Every semester the requirement of books is reviewed as per the changes in the curriculum and new books are added on recommendation of the Library Committee. SOUL 2.0 Software is used for Library Management. The Institute promotes the use of ICT among the faculty, students and staff. The Computer Labs and the faculty working table are equipped with Internet and Intranet facility. ICT facility is also provided in PGDM and MBA Classes. The upgrading of the ICT facilities and maintenance of associated physical infrastructure in Labs and elsewhere is done as per the requirements.

Human Resource Management

A well defined and standardized process exists for recruitment of qualified and experienced faculty in each department. Focus is on recruiting Senior faculty members with Ph.D. as Head of Departments. Most of the faculty in the Institute are on Regular Fulltime employment. Training and development opportunities are provided to faculty and staff. Duties and responsibilities of employees are defined and duly documented. Policy for recognizing efforts and achievements of employees exists. Performance appraisal system forms the basis for annual increments and promotions of the employees. Several welfare schemes are in place for faculty and staff of the Institute.

Industry Interaction / Collaboration

The Training and Placement Cell ensures continual industry interaction. The Institute Industry interaction is done in various ways such as regular industry visits, Guest Lectures of experts from the industry, organizing of workshops, seminars and conferences, Internship or Summer Training, Live Projects and Industry based Projects. Collaborations with industry also exist

in form of MoUs for providing diverse services. Examples are the CISCO Networking Centre, ETS Testing Partner, CompTIA Networking, Microsoft Team Services, etc.

**Admission of Students**

Process of admission to various UG PG programs involves the following steps:  
 Constitution of an Admission Cell in every academic session to look into the various aspects of admission  
 Wide publicity is done through newspapers, website, social networking sites, etc.  
 Notification of admission is displayed a number of times in national dailies.  
 Sale of Admission Forms and Informa (Prospectus). Participation in entrance tests like MAT, UPSEE, JEECUP, LUCMAT or holding own admission test.  
 Screening candidates on basis of eligibility of the affiliating university, marks obtained in the qualifying exams, scores in tests, and / or interview, thereafter offering admissions in various programs offered by the Institute.

**6.2.2 – Implementation of e-governance in areas of operations:**

E-governance area	Details
Planning and Development	No
Administration	DCPR for academic administration, SOUL 2.0 for Library, Daily attendance of all employees through Biometrics.
Finance and Accounts	Use of Tally software and ERP for fee collection and accounts
Student Admission and Support	Provision for online form submission by admission seekers.
Examination	No

**6.3 – Faculty Empowerment Strategies**

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme	Title of the administrative training programme	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	organised for teaching staff	organised for non-teaching staff			
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
24	12	7	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF Special Leave Medical Leaves Group Insurance Duty Leave for academic work like invigilation, evaluation, viva voce, etc. OD allowed for attending Conferences/Seminars/Workshops/FDP/Paper Presentations Study Leave for Ph.D. / Research work Transportation Bus facility from residence to campus and back.	EPF ESI Medical Leaves Group Insurance Uniform for class IV staff like Peons, Drivers, etc. Transportation Bus facility from residence to campus and back.	Accidental Group Insurance Doctor on Call Tieup with doctor / Hospital for Health Checkup Support of scholarships for economically weaker and merit based support in filling for Government Supported Scholarships. Employability Enhancement Training for professional courses.

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each) Yes, Regular Periodic Internal Audits of Finances is conducted by the Accounts and Finance Department and the Executive Secretary of the Society. ? Internal Financial Audit was conducted on 4th 5th October 2018 for the period of April to September 2018. ? Internal Financial Audit was conducted on 2nd 3rd of April 2019 for the period of October 2018 to March 2019. External Financial Audits is done annually by duly appointed External Auditors. ? External Financial Audit was conducted on 9th 10th of October 2018 for the period of April to September 2018. ? External Financial Audit was conducted on 6th 7th of April 2019 for the period of October 2018 to March 2019. The Institute has a Finance Committee that looks into the effective and efficient use of financial resources through budgets, and remains vigilant on the financial operations throughout the year.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
National Testing Agency, Sponsorship and Other Miscellaneous Income	1580661	Conduct of NEET Examination, Seminar Conference and Miscellaneous
<a href="#">View File</a>		

6.4.3 – Total corpus fund generated

1580661
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## 6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	Director
Administrative	No		Yes	Director Chief General Manager (Administration )

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

None
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• Workshop on KOHA Library Automation conducted for staff by National Virtual Library of India (NVLII), IIT Bombay through AVIEW on 12th October 2018.</li> <li>• Improving the basic skills and the quality of service provided, for Class IV Employees on 16th December 2018.</li> <li>• Enhancing Personality, Participation Performance for nonteaching staff on 28th December 2018.</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> <li>• ISO 9001:2015 Certification in June 2019</li> <li>• MoU signed with 6 Companies for providing assistance in internships, skill development, assessment and training</li> <li>• CISCO certification and PMKVY initiatives for skill development</li> </ul>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	Yes
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
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## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities



7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Girls Conclave UP Govt	07/03/2019	07/03/2019	75	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Around 13 power requirement of the Institute is met by alternate energy source i.e. by use of Solar Power generated inhouse rooftop solar power plant.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	No	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	0	2	01/01/2019	2	Pradhan Mantri Kaushal Vikas Yojana Unnat Bharat Abhiyan	Skill training Village Development Women Empowerment	175
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Students Handbook of	04/08/2018	The Students Handbook is

Rules		reviewed and revised every year. It is given to each and every student at the campus, at the start of each academic year. The students are reminded regularly by the Dean, HoDs, Program Coordinators, Registrar, Librarian, Accounts and other administrative bodies to followup the implementation of the same in Toto
Code of Conduct for Governing Council	01/06/2019	The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions.
Code of Conduct for Academic Council	01/06/2019	The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions.
Code of Conduct for Director, Dean, Registrar, Teachers, Training Placement Officer, Administrative Officer, Finance Accounts Officer, NonTeaching Employees and Students	01/06/2019	The Code of Conduct for all stakeholders have been prepared that spells the functional and behavioral aspects expected to be followed by the people holding the respective positions.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1. Teaching Human Values to students of MBA (201718) III Semester	01/07/2018	12/12/2018	53
2 . Teaching Human Values to Students of B. Tech IV Sem	09/01/2019	30/04/2019	97
3. Blood Donation Camp at SMS Lucknow	26/09/2018	26/09/2018	100
4. Old Clothes distribution at Orphanage and Leprosy House at Mohanlalganj,	04/12/2018	15/12/2018	50

Lucknow			
5. Under Joy of Giving Campaign by students of MBA distributed gifts and food items to Non Teaching class Iv Employees of SMS	20/10/2018	20/10/2018	35
6. Under Spread the Smile Campaign distribution of Used items to weaker sections of the society by Students of CE department.	02/11/2018	02/11/2018	40
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Use of Solar Power Plant for Green Electricity and meeting 13 of the energy requirement.
- Rain water harvesting ensuring continuous recharging of ground water table.
- Use of LED Lamps for energy conservation
- Testing of potable water
- Green Campus Audit

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practices (A) 1. Title of Practice: Implementation of Employability Enhancement Programme (EEP). 2. Goal: To provide industry relevant training, and other skill sets to students to make them globally competitive and employable in their respective fields. 3. The context: The biggest challenge facing engineering management education and institutions today is the poor level of employability of graduating students. The primary reason for this, other than the disoriented quality of education, is the lack of acquiring of life skills required for surviving and performing in the industry. This has lead to the academic curriculum and teaching being inadequate in meeting the industry requirement. There is a definite need for understanding the requirements of the industries so that the graduating students have the potential to be gainfully employed and can positively contribute to industrial growth. 4. The Practice: The institute has taken cognizance of this important need for improving the employability of students. Some of the activities conducted for improving employability of students are: a) Assessment of the existing skills is done by experts in the field like ABBSCISSA and AMCAT. This brings out the gap in the skills required by the industry as prospective employers. b) Detailed EEP syllabus has been worked out for each year for B.Tech and Management students. The delivery of this EEP is rigorously followed and regularly monitored. This includes developing aptitude skills and behavioural skills in the students. Providing industry relevant training and skills have been made a KRA in the institute and concerted efforts have been made to improve the employability of graduating students. c) English speaking enhancement through the use of Language Lab. Besides the strict implementation of EEP emphasis is also laid on exposing the students to Value Add Courses required by the prospective employers. Some of these are Microsoft Certification, or CCNA CCNP certification, Computer Aided Design (CAD), dot net, Python, and packages like ProE and Catia. 5. Evidence of Success: The above initiatives and measures taken by the college to bridge the gap between industry requirements and academic curriculum have paid very rich dividends in

improving the employability of students. The college placements have been steadily improving in terms of number of companies coming to campus, number of students employed as well as quality of placements in terms of highest and average salary package.

6. Problem Encountered Resources Required: The curriculum and time frame being fixed by the university has posed a constraint in dynamically modifying and updating it and suit it to the changing industry needs. Also trained faculty to conduct such specialized programmes is rare to find. However, the institute has managed to overcome most of these problems and have successfully blended these add-ons along with the regular classes of the relevant courses.

Best Practices (B) Vedic Science Centre, Lucknow was established under the aegis of School of Management Sciences, Lucknow on 21st April' 2015.

1. Title of Practice: Implementation of the "Yoga Classes and Daily Prayer"

2. Goal: To provide alignment of the physical body, the mental state and the energy level to students by providing daily assembly of prayer and weekly Yoga classes. The practice is followed with a goal to enhance positivity and energy level, which increases the concentration and focus of life goals, to overcome the challenges of the society faced in the current scenario of the highly competitive professional era.

3. The context: The Engineering and Management education is facing the biggest challenge of poor rural education background of the graduating students. The resultant outcome of this, other than the disoriented quality of education, is the lack of confidence, concentration, happiness, health problems and positive thinking that is required for every walk of life in professional world apart from the grades in academic curriculum and which has limitations for development of overall personality of the students. The professional world has immense challenges hence there exists a need that the graduating students must show dedication, alertness and potential for positive contribution to the industrial growth as well as to provide benefits to the society. Such practice also set apart SMS Lucknow and differentiates itself among the professional colleges by following a constructive activity beyond the normal academic curriculum.

4. The Practice: The institute has taken cognizance of this important need for improving the alignment of body, mental state and energy level of students. Some of the activities conducted for improving concentration of students are:

a) Regular daily prayer assembly is done between 9:30 a.m. to 9:40 a.m. in presence of teachers / director. This brings out the positive vibrations at a very high level, the bodies of participants and even the walls become charged with positive energy. This residual positive energy residing in the walls again fills the gap whenever the students move out in the passages from their class rooms.

b) Detailed Yoga practices have been documented for one hour on every Saturday on rotation basis for B.Tech and Management students. The conduction of Yoga and Exercises is rigorously followed and regularly monitored by trained teachers and sometimes from experts. This includes practices to increase concentration, alignment of body and mental alertness in the students.

Concerted efforts have been made to improve the overall development of the graduating students.

c) It is also proposed that some of boy / girl students be trained by the experts so as to make them perform as internal trainers. Such practice of Yoga may be extended to be performed in the hostels regularly.

5. Evidence of Success:

- The above initiatives and measures taken by the college to enhance overall personality of students apart from academic curriculum are being appreciated by the students as well as the teachers.
- It has started improving the educational quality and employability of students.
- The college academic environment is also steadily improving in terms of behavioral change of students, the quality of education, the academic results and placements.
- The students have become more inquisitive and this opening up of their thinking level is evident in their pursuits towards research and innovation.

6. Problem Encountered Resources Required: The academic curriculum and time frame being fixed by the university has posed a constraint in regular practicing in Yoga. Thus it is conducted only on Saturdays that too on rotation basis. Also Experts

/trained faculty to conduct such specialized Yoga classes and Prayer assembly are rare to find in any professional Institute. However, the institute has managed to overcome most of these problems and have been successfully blending these addons along with the regular classes of the relevant courses.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://www.smslucknow.com/files/naac/Institutional%20Best%20Practices.pdf>

### 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The Vision of the Institute clearly highlights the thrust areas that must be focussed in order to get the right focus and achieve a righteous performance. The vision of the Institute is mentioned below: To become a constantly growing centre of excellence nurturing globalcentric professional leadership based on ethical and moral attributes. The distinctive areas that clearly emerge from this vision statement are: 1. Constantly growing centre of excellence 2. Nurturing globalcentric and professional leadership 3. Fostering Ethical and Moral attributes. In pursuit of these identified distinctive areas the efforts that are being made are towards the second and third ones which are the priority areas as of now. Regarding nurturing globalcentric professional leadership the PGDM students are sent on international tour to help them gain a global exposure. This helps the students to widen their horizon and also prepare themselves for the global challenges. Also the Management students (PGDM and MBA) are offered courses on International Business that also helps them to gain the nuances of doing business in the global arena. Another major aspect is the institution of the Employability Enhancement Programme (EEP) in the professional courses of PGDM, MBA and B.Tech being offered at the Institute. This includes training the students of these professional programs on areas like Aptitude, Soft Skills, Communication, Interpersonal skills, team player, leadership skills and also Technical Aptitude, in such a manner that they are better equipped to perform and prove their mettle in the industry on their getting placed. This helps in churning out more professional candidates for the industry where they find placements. This EEP Programme is also mentioned as one of the Best Practices of the Institute. Besides workshops are also often conducted to develop leadership qualities in the emerging professionals. The second priority thrust area is fostering ethical and moral attributes. In this area SMS Lucknow conducts some regular activities under its Centre of Excellence The Vedic Science Centre. The activities include daily morning prayer, conduct of Yoga Training sessions on periodic frequency. Besides there are courses on Human Values and Professional Ethics that are imparted to the students as part of the curriculum. The students rule book also clarifies the code of conduct and the ethical behaviour that they are expected to adhere to. The Code of Ethical Professional Conduct is also being prepared for all other stakeholders. The Institute culture is such that it pays utmost importance to discipline within the campus.

Provide the weblink of the institution

<https://www.smslucknow.com/files/naac/Institutional%20Distinctiveness.pdf>

### 8.Future Plans of Actions for Next Academic Year

The institute plans to undertake following initiatives in the coming session: As in the past, qualification enhancement through workshops, refresher courses, seminars and other training programmes will continue to be encouraged by the administrative head and the management The Institute plans to conduct SPEEDS 2019 the AllIndia Seminar on Sources of Planet Energy, Environment and Disaster

Science Impacts of Non conventional Energy Resources on 7th 8th February 2020. In academics the plan is to weed out the programs that are not acceptable and in their place add the programs that have a better appeal. The Institute has also plans to organise a Faculty Development Programme in December 2019 or January 2020 to equip the teachers with requisite skill sets in Teaching and Research. The institute also plans to organise workshops and guest lectures on various relevant topics as desired by the faculties, students and the employers. Institute aims at seeking accreditation from NBA and has already started the process. The Institute plans to offer various relevant valueadded courses in each of the program, so as to make students a better fit for the industry. Institute plans to give more autonomy to students to let them capitalise their creativity and talent. Institute plans to increase the Extension activities through NSS / Unnat Bharat Abhiyan and otherwise and thereby contribute in development of the society at large.